

Supervision Fact Sheet for Licensed Child Care Centers

Definitions

[Minnesota Statutes, section 245A.02, subdivision 18](#) provides the following definition of supervision for the Department of Human Services (DHS) to use when monitoring supervision in licensed child care centers:

“**Supervision** means when a program staff person:

- Is accountable for the child’s care;
- Can intervene to protect the health and safety of the child; and
- Is within sight and hearing of the child at all times.”

The statute provides additional definitions for a few specific situations. The table below lists these situations by age group.

Situation	Definition of Supervision
<p>Infants: Sleeping in crib rooms</p>	<p>When an infant is placed in a crib room to sleep, supervision occurs when staff is within sight OR hearing of the infant. If supervision of a crib room is provided by sight or hearing, the center must have a plan to address the other supervision components.</p>
<p>Preschool children: Use of private restrooms</p>	<p>When a single preschooler uses an individual, private restroom within the classroom with the door closed, supervision occurs when a program staff person:</p> <ul style="list-style-type: none"> • Has knowledge of the child’s activity; • Has knowledge of the child’s location; • Can hear the child; and • Checks on the child at least every five minutes.
<p>School-age children: Use of restrooms, personal storage spaces</p>	<p>When a single school-age child uses the restroom within the licensed space; or</p> <p>When a school-age child leaves the classroom but remains within the licensed space to deliver or retrieve items from the child’s personal storage space, supervision occurs when a program staff person:</p> <ul style="list-style-type: none"> • Has knowledge of the child’s activity; • Has knowledge of the child’s location; and • Checks on the child at least every five minutes. <p>When a school-age child uses the restroom outside the licensed space, including but not limited to field trips, supervision occurs when staff accompany children to the restroom.</p>

Risk reduction

[State statute](#) requires licensed child care centers to develop a [risk reduction plan](#) that considers specific supervision-related situations to ensure that center policies and procedures address specific supervision risks to children related to hallways, infant sleep, naptime, drop-off and pick-up, transitions, outdoor play, field trips, and supervision of children.

Risk reduction plan: Required topics

The table below lists the supervision-related situations that must be included in a center’s risk reduction plan and some items to consider when writing your risk reduction plan. This list is provided to assist you in ensuring that the supervision policies and procedures required in your risk reduction plan are detailed and specific to your center and facility. *Items in this list are provided as examples only.*

Required Topic/Situation	Example Items to Consider When Addressing Supervision Risks*
Hallways	Blind spots, corners, open doors, cubbies/lockers where children can hide, distractions that can cause a child to leave the group
Infant sleep	Crib room supervision requirements, crib room supervision plan, crib placement in the classroom, safe sleep practices
Naptime	Cot placement, cot accessibility, available light during naptime, visibility of awake children while children sleep, ratios during naptime
Drop-off & pick-up	Children come and go, doors are frequently opened, different adults entering and leaving the space
Transitions	Children moving from one space to another, children lagging behind or running ahead, children not accounted for when leaving a space (being left behind); children being unaware of a transition, children struggling during a transition
Outdoor play	Children moving from one space to another outside the facility, potential exposure to different types of hazards outdoors, exposure to different adults without background studies; access to busy roads, parking lots, bodies of water

Required Topic/Situation	Example Items to Consider When Addressing Supervision Risks*
Field trips	Exposure to different adults without background studies, different play equipment and materials are designed for children older or younger than your group, potential exposure to different types of hazards and less protective measures (missing outlet protection, substances in reach that say, “Keep out of reach of children,” transportation methods, transitioning groups of children in unfamiliar spaces
School-age children	Supervision definition for school-age children, location and layout of school-age bathrooms, location of school-age cubbies/lockers
Preschool-age children	Supervision definition for preschool-age children, location and layout of individual, private restroom within the classroom, and consideration of possible hazards within these private restrooms

*Note: Items listed are provided as examples. Not all may apply to your center. There may be other considerations not listed above that will be addressed in your center’s risk reduction plan. For specific statute requirements on risk reduction, see [Minnesota Statutes, section 245A.66, subdivision 2](#).